

Security Guard Crisis

- Staff Assistance-Umatilla Chemical Depot
- Identified need of 50 additional Security Guards to be on board by mid August to open demilitarization plant
- Chemical Personnel Reliability Program (CPRP)
- Partnership Team: Management, CPAC, CPOC

Security Guard Recruitment Strategy

- DEU announcement opened with an initial cut-off to coincide with date of job fair
- Advertisements were placed in local newspapers and flyers distributed in local community advertising the job fair
- CPOC/CPAC/Security Manager met at Regional Office to develop a recruitment strategy to meet required time lines

Umatilla Job Fair

- Job Fair: Dept of Workforce Services at two locations
- HR Specialist at each site to assist with applications procedures, accept applications, discuss experience required, conditions of employment.
- Security Manager reviewed applications and identified possible names request

Umatilla Job Fair (Cont)

- Specialized experience was determined
- Veterans Preference adjudicated
- Informed applicants to be available and verified contact information.

Rating and Ranking Procedures

- The applications were rated by CPAC/CPOC representatives and a DEU referral issued the following morning
- – Qualified applicants were contacted telephonically with the date and time of interview

Group Hire Procedures

- Three teams were set up consisting of one selecting supervisor, PRP Certifying Official, HR Specialist, Security Specialist
- Applicants interviewed by selecting supervisor
- If selected, Certifying Official conducts Command Interview Questionnaire

Group Hire Procedures (Cont)

- CPAC representative provides tentative job offer letter, schedules physical examination, urinalysis testing, and worked the rule of three on DEU referral
- Applicant meets with Security Specialist to initiate the background investigation

Result of Job Fair/Group Hire

- 79 Candidates were referred on certificate
- Management made 65 selections
- EOD pending completion of physical and scheduling of training